

## How to chat using Skype



When calling someone in Skype, this is what your screen should look like.



If you want to chat, go down to the bottom right corner, where a speech bubble should be.

⌚ Show messages from: Yesterday • 7 days • 30 days

📞 Call to Echo / Sound Test Service, duration 00:51.

2:21 PM



Would you like to send me the file?

Send message

Type what you want to say in here and when you are done typing click the Send Message when you are done typing.

After clicking the button, at the bottom of the screen this is what should pop up.